

# **DEPARTMENT OF EMERGENCY MANAGEMENT AND HOMELAND SECURITY**

## **COORDINATING COUNCIL MEETING MINUTES**

Meeting held at Brainard Field, Hartford, CT

**April 13, 2006**

**ATTENDEES:** Deb Arrieta, DEMHS; Cheryl Assis, CRCOG; Timothy Baldwin, Southbury FD; Paul Benyeda, DEMHS; Brenda Bergeron, DEMHS; Sandra C. Brown, Hartford Hospital; Matthew Bruns, CREPC; Matthew Cassavecchia, Danbury Hosp.; Patricia Chenko, BBHD; Wayne Dailey, DMHAS; Scott Devico, DEMHS; Douglas Dortenzio, Wallingford PD; Mike Edgerton, USCG; Thomas Flaherty, POSTC; Tom Gavaghan, DEMHS; Libby Graham, DEMHS; Leonard Guercia, DPH; William Hackett, DEMHS; Albert Hoffman, USCG; Jerry Iwan, DPH; Lenworth Jacobs, HH; Don Janelle, Manchester; Richard Kleindiest, Yale; Bob Labanara, CCM; Walter Lippincott, Military; Michael Maglione, Waterbury FD; John Mancini, USAR; John Mengacci, OPM; Jim Mona, DOT; Jeff Morrisette, CFPC; Mike Nockunas, USAR; Dan O'Brien, AMR; Jim O'Leary, COST; Bill Palomba, DPUC; Doug Pesce, DHS; Raymond Philbrick, DPW; William Podgorski, DPS; Joseph Prortereiko, HH; Mike Pryor, USAR; Susan Rainville, POSTC; John Ricci, USAR; Robert Ross, USAR; Wayne Sandford, DEMHS; Michael Spera, Old Saybrook; Gary Stango, PSAP's; Dan Stebbins, USAH; Scott Szalkiewicz, DPH; James Thomas, DEMHS; Lee Toffey, DEMHS; Tom Vannini, Torrington; and Michael Varney, DOIT.

### **I. WELCOME AND PLEDGE OF ALLEGIANCE**

- A. Meeting called to order by Commissioner Thomas at 0908 hours, and Pledge of Allegiance.

### **II. PUBLIC COMMENTS**

None

### **III. ACCEPTANCE OF MINUTES**

- A. Motion made to accept the minutes of the March meeting by Doug Dortenzio; second by Len Guercia; request to add Mike Spera to attendees list, approved unanimously with one abstention.

### **IV. COMMUNICATION RECEIVED**

- A. ODP Bulletin No. 203 – use of FY04/05 HLS Grant Program Funds in support of 2006 Hurricane Preparedness Exercises.
- B. ODP Bulletin No. 205 – Tactical Interoperable Communications Plan review process and exercise validation. Both handed out at meeting.

## V. SUBCOMMITTEE REPORTS

- A. Interoperability Committee – presented by Michael Varney. 1) Radio equipment and service bid – clarification coming in from the vendors. There should be approx. 12 vendors on the master contract. 2) STOCs equipment was bench tested and bid specs will be refined over the next month. 3) Southwest Area Region 1 TIC Plan has been submitted for a third party review before submission to the Federal Government next week. 4) Met with the Commission on Fire Prevention and Control to refine radio operation training that will be held in the near future.
- B. Citizen Corp Advisory Council – No report due to absence of Chief Bill Austin. Jim O’Leary did comment on the fact that there are many training classes being held and good progress is being made with CERT training.
- C. Credentialing Committee – Mike Spera advised that the committee will meet on May 4<sup>th</sup> at 1pm at the Old Saybrook Town Hall and requested attendance by members of the coordinating council so all views can be represented.
- D. Training Committee –Jeff Morrisette’s advised that training has been successful and much focus has been on NIMS training. 1) There has been some question on established criteria required for Towns to become self-certified. Also that the Federal Government is looking down on combined courses and stressing contact hours. 2) There seems to be some duplication of work between the training committee and the NIMS committee and should they be consolidated into one? Discussion ensued. Mike Spera made a motion to combine committees with the current chair of the training committee as the chair of the combined committee. Seconded by Gary Stango, approved. 3) Standardization for NIMS will be brought to the council next month.
- E. Incident Management Teams – Jim Mona stated that last months meeting focused on the draft certification process (handout distributed) to address specific state requirements for certification. Next meeting will be April 20<sup>th</sup> to define criteria, identify training, seek endorsement by council, Team certification, etc. Feedback from the council will be appreciated. New Chair will be Tim Baldwin.  
Commissioner Thomas spoke to publicly thank Jim Mona for all his work while chair of this committee.
- F. Child Safety & Crisis Response: Per Deputy Commissioner Sandford the committee met last month and the group is moving forward. There is a project to do training in the districts for staff in Emergency Management. Also to revisit emergency plans and become NIMS compliant. A presentation has already been made to the state level superintendents and will now be made at the district level. Principals and in some cases teachers need to be trained in emergency management.
- G. Mutual Aid Legislative Subcommittee – Chief Michael Maglione advised that the committee will meet on Monday, April 24<sup>th</sup> at 1pm.
- H. Urban Search and Rescue – Sgt. Mike Nockunas spoke on behalf of the USAR Team to thank council members for funding to purchase the security system; and invited the council members to tour the hangar and see the equipment on hand including the new trucks and trailers recently purchased. USAR Team members on hand to answer any questions.

## **VI. UPDATES**

### **A. Grant Program – presented by Libby Graham of the Grants Unit.**

#### **FY03**

Continuing to assist DPS in spending funds on worthwhile projects

Experiencing delay in obtaining grant award from DPS. Once that is received DEMHS will spend (\$2.4M) on

1. 5 mobile command vehicles
2. Mark 1 kits
3. NIMS training equipment and delivery
4. 5 trailers for sheltering supplies (cots)
5. 5 trailers for mass casualty supplies for medical surge purposes

Ms. Graham reported that DEMHS' ability to assist DPS diminishes as time passes and expressed hope DPS will forward the grant soon.

#### **FFY04 (ends 11/06)**

As of 3/24 DEMHS had obligated and spent \$22M (52%) of total funds in 7 month period. Charged by Governor's Office to spend/obligate all funds by 6/1/06 so that needs of first responder community are met as soon as possible. To meet this challenge and to expedite activity at the state, regional and local levels the following actions have been taken:

1. requested and received increased purchasing authority from DAS to help expedite procurement
2. requested and received temporary loaned fiscal staff to expedite order processing.
3. reassigned staff to assist in Grant Unit.
4. Engaged DEMHS Regional Coordinator & Regional Planners to encourage municipalities to expedite decision making and spending
5. Reprogrammed funds in an effort to get equipment, training, and public information out to both the first responder's community as well as the general public. Emphasis is on all-hazards, especially with the hurricane season approaching.

DEMHS is confident that we will show substantial progress toward the 100% expenditure/obligation goal, provided assistance is offered by all stakeholder.

Approximately \$6M (13%) is allocated at the municipal level and needs to be spent. Many towns are waiting for state contracts to be issued by DAS and DOIT (a function that is largely out of DEMHS control), and that these may not be available before the 6/1/06 challenge deadline. Nevertheless, there are some towns that need to expedite decision making and need to report their procurement needs to DEMHS. Ms. Graham asked stakeholders to encourage FY04 expenditure.

#### **Programmatic update 04**

1. DEMHS is working with OPM and DOIT to establish \$2.1M GIS grant. Once it is in place, the DEMHS GIS initiative will serve as foundation for statewide GIS, which is under the auspices of the GIS coordinating council chaired by Commissioner of DOIT.
2. DEMHS is now processing orders for 04 and 05 regional Hazmat teams (total allocation \$3.4M) which will bring all teams up to desired standard. DEMHS staffer Mr. Rich Zaccagnino must be commended for his hard work on this project.
3. State Response teams (DEP Hazmat, DEP Rad Unit, DMAT, DPS-ESU) have been issued grants, and will procure goods themselves.
4. CTIC – grants have been issued to Wolcott, Waterford, and Westport. DEMHS will issue grants to Bloomfield and New Haven upon receipt.

#### **FY05 (ends 3/07)**

As of 3/24/05 DEMHS had spent/obligated 39% (\$9.7M). Financial activity at municipal level continues to focus on preparedness equipment: computers, laptops, detection systems, personnel id/security system, PPE, search and rescue equipment, site clean-up/decontamination, traffic management, responder vehicles and trailers, generators, equipment storage.

#### **Programmatic update 05**

DEMHS has launched the Regional Planning Model, a partnership with RPOs. DEMHS expects to issue grants to RPOs in May. Regional Coordinators are negotiating directly with RPO Executive Directors on grant deliverables.

#### **FY06**

No word yet on \$30M grant application. Expect to hear June 1<sup>st</sup>.

Bill Hackett reported on peer review process, in which he participated.

**Port Security** – nothing to report. Per Commander Mike Edgerton, USCG, they are still awaiting the release of the grant but expect a short turn around period once funds are available. He will keep the council posted on any new information.

Commissioner Thomas spoke on the CT Intelligence Center's (CTIC) current staffing levels; CT-HSIN portal for first responders; public information campaign to include radio, TV, posters, bus placards, public safety announcements, etc.

- B. NIMS – Deputy Commissioner Sanford stated that POSTC has trained 25 new trainers to give NIMS classes and that considerable training has already occurred through the fire academy.
- C. CTIC – Commissioner Thomas advised that the next meeting of the CTIC policy board will be May 19<sup>th</sup>.
- D. Urban Search & Rescue –see USAR notes under subcommittee section.

## **VII. OLD BUSINESS**

- A. Evacuation Planning – Update given by Commissioner Thomas. There was a meeting with the Governor, DOT, DPS, DEMHS to review evacuation. Currently working on a regional basis; shelters have been identified and located; persons with disabilities are included in the planning; discussion ensued on some of the transportation aspects of the plan.
- B. Statewide Arrest Powers – Letter dated March 23, 2006 was handed out.
- C. Other – none.

## **VIII. NEW BUSINESS**

- A. Water Security Update – presented by Dr. Jerry Iwan and Scott Szalkiewicz of DPH. The state has 4,000 drinking water systems and approx. 40 of these are large systems (serving from 30,000-600,000 residents) which pose a risk. Of the 40, four (4) of these provide water to approx. 50% of Connecticut's population and as a result they are major security targets. Phone numbers – DPH – 860-509-7333; 24 hour number – 860-509-8000. See folder distributed for handouts and more information. Looking into a water stockpile of 500,000 bottles (water for 500 people for 2 days) with a concept of a two year rotation of stock.
- B. Strategic National Stockpile Drill – Len Guercia advised that the SNS Drill will be taking place on April 17-April 19, 2006. A conference call will start the drill at 8am on the 17<sup>th</sup> and every 90 minutes updates will occur.
- C. FEMA/Millstone Exercise – will take place on May 17<sup>th</sup>. This occurs every two years, and is federally evaluated.
- D. Connecticut Emergency Management Symposium – sponsored by CCM takes place on June 1, 2006. See handout for additional information.
- E. Statewide Hurricane Exercise – will be held June 28, 2006.
- F. Other - 1) Hurricane Preparedness Workshop for Emergency Management Directors will be June 14, at the Savin Rock Conference Center. 2) Due to the retirement of Paul Pascarelli, and the transfer of MaryRose Duberek, a new Regional Coordinator will be hired for Area 5; applications close on April 14<sup>th</sup>.

## **IX. MEETING ADJOURNMENT**

Motion to adjourn by Gary Stango; second by Len Guercia; Unanimous. Meeting adjourned at 1108 hours by Commissioner Thomas.

## **XI. NEXT MEETING** – May 11, 2006, at 9am, Office of the Chief State's Attorney, 300 Corporate Place, Rocky Hill.